

**MINUTES – CITIZENS OVERSIGHT/ FINANCE
ADVISORY COMMITTEE
REGULAR MEETING – JULY 16, 2019
VETERANS MEMORIAL HALL – 3:30 P.M.**

MEMBERS PRESENT:	Barbara Spagnola	Chair
	John Martin	Vice-Chair
	David Betonte	Member
	Homer Alexander	Member
	Bart Beckman	Member
	Bill Bowes	Member
NOT PRESENT:	Lois Johnson	Member
STAFF PRESENT:	Jennifer Callaway	Finance Director
	Sandra Martin	Budget/Accounting Manager
	Tracy McConnell	Account Clerk III

ESTABLISH A QUORUM AND CALL TO ORDER

Chair Spagnola called the meeting to order at 3:30 p.m., with 6 members present.

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

COMMITTEE MEMBERS ANNOUNCEMENTS & PRESENTATIONS

No announcements were made.

STAFF ANNOUNCEMENTS

No staff announcements were made.

PUBLIC COMMENT PERIOD

No public comments were made

A. CONSENT CALENDAR

1. APPROVAL OF MINUTES FOR THE MAY 21, 2019 CITIZENS OVERSIGHT/FINANCE ADVISORY COMMITTEE MEETING.

<https://youtu.be/wYmiroU1WzU?t=86>

MOTION: Member Bowes moved to approve A-1. Member Alexander seconded, and the motion carried 6-0-1 with Member Johnson absent.

B. BUSINESS ITEMS

1. BRIEF FINANCE UPDATE (Finance Director)

<https://youtu.be/wYmiroU1WzU?t=144>

2. REVIEW OF FY 2018/19 PRELIMINARY YEAR-END BUDGET PERFORMANCE REPORT FOR THE TWELVE-MONTH PERIOD ENDING JUNE 30, 2019 (Finance Director)

<https://youtu.be/wYmiroU1WzU?t=477>

Finance Director Callaway and Public Works Director Livick answered questions from committee members.

MOTION: Member Alexander motioned to make a recommendation that City Council consider adding credit card processing fees for the Recreation Departments recreational activities and facility rental activities, assuming that it is not cost prohibitive to do so. Member Bowes seconded motion. Motion carried 6-0-1 with Member Johnson absent.

3. REVIEW OF WRF CAPITAL PROJECT MONTHLY UPDATE REPORT (Finance Director)

<https://youtu.be/wYmiroU1WzU?t=2957>

WRF Project Manager Cesares presented the Quarterly Report for the WRF and answered committee member questions.

MOTION: Member Bowes moved that the CFAC and City Council receive on a quarterly basis a summarized schedule of significant milestones from the Microsoft project schedule used by the WRF project. Member Beckman seconded motion. Motion carried 6-0-1 with Member Johnson absent.

4. DISCUSS CITIZEN FRIENDLY BUDGET DOCUMENT

<https://youtu.be/wYmiroU1WzU?t=7214>

Finance Director Callaway answered questions from Committee Members.

C. FUTURE AGENDA ITEMS

<https://youtu.be/wYmiroU1WzU?t=7483>

Next fiscal year budget summary update.

Discussion about starting meetings at 3 pm, instead of 3:30pm.

D. SCHEDULE NEXT MEETING

The next Regular Meeting of the Citizens Finance Advisory Committee is scheduled for August 20, 2019 at 3:30 pm.

E. ADJOURNMENT

The meeting adjourned at 5:56 pm

Recorded by:
Tracy McConnell